

**SKAGIT COUNTY FIRE DISTRICT 13**  
**17433 Snee-Oosh Road**  
**P.O. Box 1007**  
**La Conner, Washington 98257**



**MEETING MINUTES**  
**March 13, 2025**

1. **Call to order** – Chairman Shellhamer called the meeting to order at 9:00 a.m.
2. **Flag Salute** – Chairman Shellhamer lead those present in the Pledge of Allegiance.
3. **Consent Agenda – action** – Commissioner Doyle moved to approve the agenda as presented. Commissioner Wilbur seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
4. **Attendees – no action** – Present were Commissioner Bruce Shellhamer, Commissioner John Doyle, Commissioner Jeremy (JJ) Wilbur, Chief Wood Weiss, ACC John Tanaka, District Secretary Tracy Berg, Captain Ted Taylor, Captain Chris Olbu, Captain Andrew Ferrell and Andrew Lester. Bill Reynolds from the La Conner Community News and Anacortes Ham Radio member Brock Ward were also present.
5. **Public Comment** – Bill Reynolds gave an update about the new La Conner Community News. Brock informed everyone about an upcoming Ham Radio class and he asked about any exercises our department might be having.
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the February 13, 2025 meeting. Commissioner Doyle made a motion to approve the meeting minutes. Commissioner Wilbur seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.
7. **Financial and Administrative Reports – action** – District Secretary Berg presented the following checks and check registers for approval by the Board.
  - Check Register Dated for 3/3/2025 in the amount of \$101,658.05 (Check #'s 12302-12304, DD1950-DD1975 and EFTPS for payroll in the amount of \$75,582.74) (Check #'s 12283-12301, 12305 for accounts payable in the amount of \$26,075.31)
  - Check Register Dated 3/13/2025 in the amount of \$11,312.45 (Includes check #'s 12306-12323 for accounts payable)
  - Transmittal for \$120,000.00.
  - Financial Report February 28, 2025
  - Chairman Shellhamer moved to approve the checks, check registers and the transmittal voucher as presented. Commissioner Doyle seconded. Chairman Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
  - Amendment #1 to 2021 Tribe Interlocal Agreement – Commissioner Shellhamer made a motion to approve the amendment. Commissioner Doyle seconded.

Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.

- Addendum #4 to 2021 Tribe Interlocal Agreement – Commissioner Shellhamer made a motion to approve the amendment. Commissioner Doyle seconded. The motion passed unanimously. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.

8. **Old Business**

- **Lid Lift Discussion** – The committee has met twice and includes Commissioner Shellhamer, Chief Weiss, District Secretary Berg, Captain Taylor, Firefighter Connor Parkerson and community member Alan Mesman. Chief Weiss and ACC Tanaka created a strategic plan for 7 years and presented it. They are looking at having the issue on the ballot in November.

9. **Chief Report – action –**

- **Statistical Report** – Chief Weiss gave his monthly statistical report.
- **Solar Project** – The Swinomish Tribe is trying to get a grant for District 13 to install more solar panels and also fix some of the issues with the old system. This grant would also include solar panels (and batteries) for other buildings on the reservation. The tribe is asking Chief Weiss to write a letter of support for the entire project. Commissioner Doyle made a motion to have Chief Weiss write a letter of support for the project. Commissioner Shellhamer seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.
- **Image Trends** – Chief Weiss is going to have a meeting with Image Trends next week.
- **Tender** – Chief Weiss showed a drawing of the new tender. The delivery date is still sometime in August.
- **Grants** – HF Sinclair is opening up their grant cycle this week.
- **Systems** – Everyone has been working on getting things to run better around the department. Chief Weiss thanked ACC Tanaka for his efforts on this. Chief Weiss is also very proud of the team he has now.
- **CARES** – Status quo now.
- **Training** – Life fire is scheduled for March 29<sup>th</sup>.
- **Surplus Equipment** - Commissioner Shellhamer made a motion to surplus the list of items that BC Jurdi submitted. Commissioner Doyle seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.

10. **Emergency Management Report – no action** – Captain Taylor gave his monthly emergency management update (with Andrew Lester).

11. **Adjourn** at 9:56 a.m.

Dated this 10<sup>th</sup> day of April, 2025.

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Chairman/Commissioner, Bruce Shellhamer

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District Secretary, Tracy Berg

*Unless otherwise indicated all attachments and notes are maintained by the District Secretary.*